

Minutes of: PARKS AND RECREATION COMMISSION  
Time of Meeting: 5:30 P.M.  
Date of Meeting: February 2, 2009  
Place of Meeting: Senior Center

### **CALL TO ORDER**

Chairperson Lyons called the Regular Meeting to order at 5:33 p.m.

### **ROLL CALL**

Present: Chairperson Lyons, Commissioners Craig, Comstock, Martyns, and Proulx

[Commissioner Proulx arrived at 5:34 p.m.]

Absent: Commissioners Cooper and Farley

### **Staff Members Present:**

Brian Albright, Parks and Recreation Director  
Sue Spickard, Recreation Services Manager  
Mick Calarco, Recreation Services Manager  
Kyle Lancaster, Public Works Superintendent  
Mark Steyaert, Park Development Manager  
Lolly Sangster, Management Analyst  
Liz Ketabian, Park Planner  
Kevin Granse, Recreation Supervisor  
Charles Balteria, Recreation Specialist  
Michele Hardy, Senior Office Specialist

### **ANNOUNCEMENTS**

Sue Spickard, Recreation Services Manager, announced three upcoming events:

1. Public Tennis Forum on Thursday, February 5, 2009 from 5:30 p.m. – 7:30 p.m. at the Senior Center.
2. Carlsbad Loves Kids, Saturday, March 21, 2009 from 10 a.m. - 1 p.m. at Stagecoach Community Park.
3. Eggstravaganza Spring Festival, Saturday, April 11, 2009 from 10 a.m. – 1 p.m. at Poinsettia Park.

### **APPROVAL OF MINUTES**

**ACTION:** On motion by Commissioner Martyns, the Minutes of the regular meeting held on December 5, 2008 were approved.  
**AYES:** Chairperson Lyons, Commissioners Craig, Martyns, and Proulx  
**NOES:** None  
**ABSTAIN:** Commissioner Comstock  
**ABSENT:** Commissioners Cooper and Farley

### **INTRODUCTIONS**

None.

**PRESENTATIONS**

None.

**PUBLIC OPEN FORUM**

None.

**CONSENT CALENDAR****1. AB # 0209-1 SUMMARY REPORT (ACTION)**

To accept, approve and file the December 5, 2008 Parks and Recreation Commission Meeting Summary Report.

**2. AB # 0209-2 RECEIPT OF DONATIONS – 2008 Leo Carrillo Ranch General Donations (ACTION)**

To accept donations received from various donors in support of Leo Carrillo Ranch in the amount of \$3,016 and to recommend acceptance by City Manager.

**3. AB # 0209-3 RECEIPT OF DONATIONS – 2008 Leo Carrillo Ranch Dinner and A Movie Night (ACTION)**

To accept donations of cash in support of Leo Carrillo Ranch in the amount of \$655 and to recommend acceptance by City Council.

**4. AB # 0209-4 RECEIPT OF DONATIONS – 2008 Leo Carrillo Ranch Annual Craft Sale (ACTION)**

Recommend acceptance of donations by the City Council from Joan Kindle's annual craft sale in the amount of \$596 held during the Holiday at the Rancho event in support of Leo Carrillo Ranch.

**ACTION:** On motion by Commissioner Martyns, AB #0209-1, AB #0209-2, AB #0209-3, and AB 0209-4 of the consent calendar were approved.

**AYES:** Chairperson Lyons, Commissioners Craig, Comstock, Martyns, and Proulx

**NOES:** None

**ABSTAIN:** None

**ABSENT:** Commissioners Cooper and Farley

**DEPARTMENTAL REPORTS****5. AB # 0209-5 DIRECTOR'S REPORT (INFORMATION)**

Brian Albright, Parks and Recreation Director, reported on recent and upcoming events and project work in the Department which include the following:

- **Holiday at the Rancho**

Event held on December 6, 2008 at the Leo Carrillo Ranch with approximately 2,200 people in attendance.

- **Teen Scene**  
Event held on January 24, 2009 at the Calavera Hills Community Center with over 600 participants.
- **Cost Recovery Pyramid**  
Mr. Albright reported that a draft pyramid was developed after the public workshops in November 2008. He explained that staff is currently working on identifying direct and indirect costs for each program to determine current subsidy and cost recovery levels. He further explained that the project update will be presented at the next City Council workshop which is scheduled the first week of March.
- **Leo Carrillo Ranch Barn Stabilization**  
It is nearly complete and staff is seeking grant funding to complete the restoration.
- **Recycled Water**  
Stagecoach Community Center irrigation was converted to reclaimed water in January 2009. He also stated that the Parks and Recreation Department will continue to work with the water districts to convert other park irrigation systems to recycled water.
- **Public Tennis Workshop**  
To be held on Thursday, February 5, 2009 at the Senior Center.
- **Budget Update**  
On January 27, 2009 City Council approved a 5% reduction in the City's current operating budget and there is expected to be further reductions in the 2009-2010 fiscal year.

He also reported on January 20, 2009 the City Council approved the following:

- City's Bikeway Master Plan
- Carlsbad Unified School District Land Exchange
- Drought Ordinance

**6. AB # 0209-6 OVERVIEW OF MAJOR INITIATIVES FOR 2009 (INFORMATION)**

Brian Albright, Parks and Recreation Director, presented a brief overview of major initiatives for 2009 which include the following:

- **Alga Norte Park**  
To be presented at the next City Council workshop meeting in March.
- **Cost Recovery Model**  
To be presented at the next City Council workshop meeting in March.
- **Grants/Alternative Funding**  
Lolly Sangster, Management Analyst, will take the lead on this project.
- **Tennis Program for Poinsettia Park**  
A Public/Private Partnership is being planned.
- **Lake Calavera Master Plan**  
Trail improvements expected by August 2009.
- **Leo Carrillo Ranch Patio Expansion**  
Contract signed and work to start as early as next week.

- **Robertson Ranch Park**  
Mentioned a capital/master plan project that is expected by 2013.
- **Community Forest Management Plan**  
One of our goals is to find a way to implement this plan even with the budget reductions.
- **Public Private Partnerships**  
Presented by Sue Spickard – see AB #0209-7.
- **Envision Carlsbad**  
Planned Community Meetings have been scheduled as follows: March 23, 2009, March 25, 2009, April 15, 2009, and April 16, 2009.
- **Green Government**  
Lolly Sangster, Management Analyst, is taking the lead on this project.

Commissioner Craig asked about the status of the Veteran's Memorial Park. Mr. Albright stated that the park was originally planned to be developed in 2020 at \$22 million. Mark Steyaert stated that there is approximately 38 acres available for this project.

Commissioners requested to be kept informed on any projects prior to going to City Council.

#### **7. AB # 0209-7 PUBLIC PRIVATE PARTNERSHIP UPDATE (INFORMATION)**

Sue Spickard, Recreation Services Manager, updated the Commission on the Public Private Partnerships. She explained that the leadership team decided that a Public Private Partnership policy was not necessary, and only an Administrative Order would be needed. Ms. Spickard reported that these guidelines that have been written so that they can be used by any department within the City for a Public Private Partnership. She explained that this all came about when an arena soccer organization approached the City. Ms. Spickard stated that a great deal of research was done nationally and internationally and found no real policies for public private partnerships because each one is so unique. The guidelines are for both solicited and unsolicited partnerships. Ms. Spickard reported that after the Public Tennis Forum on Thursday, February 5, 2009; Mr. Albright will be meeting with the City Manager to discuss the potential for a Tennis Public Private Partnership. Ms. Spickard stated that a Request for Proposal (RFP) has been drafted for the Poinsettia tennis courts.

#### **8. AB # 0209-8 ADOPT-A TRAIL PROGRAM UPDATE (INFORMATION)**

Liz Ketabian, Park Planner, presented an update on the Adopt-A-Trail Program and current volunteer/fundraising opportunities. She explained that Adopt-A-Trail Program offers the opportunity for businesses, community service groups, individuals, and organizations to become actively involved and contribute towards the expansion of the City's Trails. This contribution can either be done through a one-year volunteer commitment to trails by maintaining a designated trail within the City or through cash sponsorships to be used toward various trail amenities for trail improvements.

Ms. Ketabian stated that marketing for this program will start with the use of the City's website along with an Adopt-A-Trail brochure that outlines the program and distributed to the City libraries, Parks and Recreation centers, and Carlsbad Chamber of Commerce.

Commissioner Lyons asked if any of the information will be going to schools.  
Ms. Ketabian stated that it is part of the marketing plan.

### **COMMITTEE/CITY COUNCIL REPORTS**

Community Activity Grant Citizen Review Committee:

Commissioner Martyns briefly updated the Commission that the Committee has had three meetings and has made recommendations to the City staff. He stated that there are currently \$25,000 grant funds available.

### **AGENDA ITEMS FOR FUTURE COMMISSION MEETING**

1. Location of Parks and Recreation Commission meetings
2. Update on the budget reductions
3. Pyramid Workshop: Goals and Objectives Development scheduled for March 2, 2009 update

### **ADJOURNMENT**

**ACTION:** On motion by Commissioner Comstock to adjourn the Regular Meeting at 6:35 p.m.

**AYES:** Chairperson Lyons, Commissioners Craig, Comstock, Martyns, and Proulx

**NOES:** None

**ABSTAIN:** None

**ABSENT:** Commissioners Cooper and Farley

Respectfully submitted,



Michele Hardy  
Minutes Clerk